

City of Charlotte, Housing & Neighborhood Services
Request for Letter of Interest
Emergency Solution Grant funds

Due Thursday, April 5, 2018

The City of Charlotte's Housing & Neighborhood Services Department anticipates receiving Emergency Solutions Grant (ESG) funds directly from the U. S. Department of Housing and Urban Development this spring to fund eligible activities beginning July 1, 2018.

This announcement serves as the opportunity for agencies to submit a Letter of Interest (LOI) for funding through this ESG funding Competition.

Information about ESG activities and requirements can be found at HUD Exchange, Emergency Solutions Grant Program. (www.hudexchange.info/esg/)

INTRODUCTION

Eligible Activities:

- ***Street Outreach***
- ***Emergency Shelter (operating costs and/or shelter services)***
- ***Rapid Re-Housing (financial assistance and/or case management & services)***
- ***Homelessness Prevention***
- ***Homeless Management Information System (HMIS)****
****eligible activity only if in conjunction with another eligible activity***

Note: Project can only be used in Mecklenburg County and must be ready to proceed July 1, 2018.

ESG FUNDED PROJECTS ARE DESIGNED TO:

- Engage homeless individuals and families living on the street;
- Help operate emergency shelters for homeless individuals and families;
- Provide essential services to shelter residents;
- Rapidly re-house homeless individuals and families; and
- Prevent families and individuals from becoming homeless.

Submission of a Letter of Interest does not constitute an application nor does it constitute approval for funding by the City of Charlotte.

PROCESS

Step 1: Interested agencies must submit LOI form, certification and project eligibility information by **Thursday, April 5, 2018**.

Step 2: LOIs will be reviewed and evaluated in response to this announcement. Upon approval, applicants will be notified if they were or were not recommended to submit a full application for funding consideration.

Step 3: Applicants recommended will receive an invitation to submit a full project application.

Applicants that are not recommended will be provided a written explanation noting the reason(s) for not being recommended and will be offered support and technical assistance to improve deficiencies identified during the letter of interest process.

SUBMISSION INSTRUCTIONS

All LOIs must be received electronically no later than **12:00 pm, Thursday, April 5, 2018**.
and must be sent to rpfeiffer@charlottenc.gov.

CONTACT INFORMATION

Questions may be directed to Rebecca Pfeiffer at rpfeiffer@charlottenc.gov or by phone at 704.336.2266.

LETTER OF INTEREST FORM

Please complete the following information:

Agency:

Contact Name:

Contact information (phone & email):

Project Type (circle):

Project Name:

Target Population:

Project Description (include how project fills a community need/gap):

Agency Description of involvement with Continuum of Care Committee and activities:

Amount to be requested:

Eligible Activity	Approx. funding to be requested
Street Outreach	
Emergency Shelter (operating costs)	
Emergency Shelter (shelter services)	
Homelessness Prevention	
Rapid Re-Housing (financial assistance)	
Rapid Re-Housing (case management & services)	
HMIS	
Total	

Proposed Project will utilize Housing First approach? ____yes ____no

Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold).

Note: Submit project eligibility information with this form.

CERTIFICATION LIST

Please initial all boxes to indicate organizational capacity.

- ☐ Agency can demonstrate that the project will provide a 100% match of the total budget amount.
- ☐ Agency can demonstrate that the project would be ready to begin in July 2018.
- ☐ Agency has experience in providing housing and/or services to individuals or families experiencing homelessness.
- ☐ Agency is prepared to participate in Coordinated Entry process approved by Continuum of Care committee.
- ☐ Agency is prepared to utilize Homeless Management Information System to capture client-level data on all clients in the program (or comparable database if Domestic Violence Provider).
- ☐ Agency is prepared to follow Charlotte-Mecklenburg Written Standards which covers all ESG eligible activities.

To the best of my knowledge and belief, all information submitted in this Letter of Interest is true and correct.

Signature of Authorized Official

Date